

**MEETING MINUTES**

**September 29, 2009**

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**CALL TO ORDER**

Chairperson Bruce Lewis called the meeting to order at 6:01 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present: Commissioners Bruce Lewis, Todd Baker, Michelle Ramirez and Laura Miller

Absent: Jeanne Wilson-Yu (excused)

Also Present: Executive Secretary Clayton Lee

**VERIFICATION OF AGENDA POSTING**

Executive Secretary Lee informed the Commission that the agenda for the September 29, 2009 meeting of the Parks and Recreation Commission was posted at both the Hollister Community Center and City Hall on September 24, 2009 per Government Code Section 54954.5.

**APPROVAL OF MINUTES**

Commissioner Ramirez made a motion to approve the minutes of the August 25, 2009 Parks and Recreation Commission meeting. Second by Commissioner Miller. Motion passed 4-0, with Commissioner Wilson-Yu absent.

**PUBLIC COMMENT**

None

**OLD BUSINESS**

1. **Brigantino/Riverside Park Development Project** – Executive Secretary Lee reviewed the status of the 50 acre Brigantino/Riverside Park project. Lee stated that the project is progressing nicely and that an administrative decision had been made to delay the opening of the facility until Spring 2010. City will take over maintenance of the park on November 1, 2009. Staff is in the process of selecting a mower for the facility. Also, several Commissioners had visited the facility and were impressed by the size, location and natural environment that surrounds it. Everyone agrees that it has great potential. Items on the horizon are naming of the park, access road construction, and development of park rules.
2. **Interactive Inflatable (Bounce House) Policy Review** - Executive Secretary Lee reviewed the policy for use of interactive inflatable amusements in City parks with the Commission. Lee explained that there was a need for this policy due to the number of

inflatable jump houses that are being placed in the parks without notification to the Parks Division personnel. There are liability, safety and maintenance issues that surround the use of inflatables in the parks. It was recommended to add a comment stating a return date for the security deposit. After further discussion, Commissioner Ramirez made a motion to recommend approval of the policy to the City Council. Commissioner Baker seconded the motion. Motion passed 4 – 0, with Commissioner Wilson-Yu absent.

3. **Development Of Off Leash Dog Park In Hollister** – Chairperson Bruce Lewis gave an update on the September 9 meeting with HDOG regarding the dog park development. Lewis stated that he had obtained some additional information that he shared with the HDOG groups. Commissioner Baker also was in attendance at the meeting. HDOG was going to forward some proposed rules that Executive Secretary Lee would have the City Attorney review. Lee provided the City Council an oral update at the September 8, 2009 City Council meeting. HDOG president Tammy Ballew had been very busy with a number of projects and had not been able to focus as much as she would have liked on the project. The subcommittee reviewed a plan provided by the Engineering Department and discussion took place regarding irrigation, walkways, fencing, trees, and other amenities. More meetings will be scheduled in the future. Lee stated the funding for the project is included in the CIP program that is going to the City Council for approval in October or November.

## **NEW BUSINESS**

1. **Newspaper Articles Promoting Parks In Hollister** – Chairperson Lewis provided the Commission with an update of the progress regarding articles in The Pinnacle newspaper promoting our local parks that was suggested by Commissioner Miller at the last meeting. Chairperson Lewis will draft a number of articles and provide them to the paper so if they are short on news, they could use the information as fill material. He will also be gathering photos of the parks to include with the articles. The Commission thanked Chairperson Lewis for his work on this project.
2. **Capital Improvements Projects (CIP) Program Review** - Executive Secretary Lee provided the Commission with a draft of the CIP program that the Engineering Department is preparing. Lee informed the Commission that there were several park related projects in the CIP including an access road for the Brigantino/Riverside Park property, improvements to the off leash dog park, and playground improvements that will be funded through the State of California Recycled Tire Grant through the California Integrated Waste Management Board. The document provided descriptions for each project, funding sources and estimated costs. Lee reported that the Engineering Department will be taking this item to the City Council for approval in October or November.

3. **Park of the Month** - The Commission reviewed Las Brisas Park for the month of September. Chairperson Lewis commented that he liked the layout of the park especially how it had 2 separate play structures for different age groups. Executive Secretary Lee stated that the park was constructed in 1986, one of his first park development projects in Hollister, and has been well used. Approximately 18 months ago Commissioner Baker, before he was on the PRC, offered to take over the general maintenance of the park as the City was in the midst of funding cuts and staff reductions. His company, Big Red Yard Service, has done an outstanding job of maintaining the facility. One suggestion is that of possibly putting a 3 foot fence along the Clearview Drive side of the park to keep children potentially from running into the street. The Commission agreed that this would have to be a future project as funding is difficult at this time.

## **REPORTS**

1. **Recreation Program Review** – Executive Secretary Lee provided the Commission with a review of Recreation Division activities in the month of September 2009.
2. **Parks Division Review** – The Commission received an overview of the activities of the Parks Division for September 2009.

## **ADJOURNMENT**

There being no further business to come before the Parks and Recreation Commission, Commissioner Baker made a motion to adjourn the meeting at 7:26 p.m. Second by Commissioner Ramirez. Motion passed 4-0, with Commissioner Wilson-Yu absent.

The next regular meeting of the Parks and Recreation Commission will be held on October 27, 2009 at 6:00 p.m. at City Hall.

Respectfully Submitted,

Clayton Lee, Executive Secretary  
Parks and Recreation Commission